

Eligibility Statement

Covered Walkway And Façade Improvement Program



The purpose of the program is to encourage significant and substantial renovation and rehabilitation of existing downtown buildings. New construction is eligible in accordance with the Eligibility Requirements. Each project will be evaluated on its own merit with respect to eligible expenses.

This form contains basic questions that will determine if a project conforms to general eligibility requirements. It must be filled out to reserve funds for reimbursement. All projects must meet the Eligibility Requirements and participants must complete and have approval of the Reimbursement Approval form before actual reimbursement is made.

Date _____ Project Name _____

1. Project Address (See map for qualifying area. If multiple addresses they must all be part of a single building façade) _____

2. Property Owner Name _____

3. Owner Mailing Address _____
Street Address

City/Town _____ State _____ Zip _____

4. Owner Phone Number _____

5. Owner Fax # _____ Email _____

6. Project Description

Submit forms to: Harold Stewart, Business Services Manager, 480-312-2311
Economic Vitality Department City of Scottsdale email: hstewart@scottsdaleaz.gov
7447 E. Indian School Road Suite 200 Scottsdale, AZ 85251 fax 480-312-2672
Covered Walkway and Façade Improvement Program

2-19-04

7. Estimated Project Cost (Note: eligibility requires a minimum Property Owner/Business Owner documented investment of at least \$2,500 not including donated goods or services or other items for which no expenditure is made) \$ _____
8. Match amount being sought (See Eligibility Requirements) \$ _____
9. Proposed Construction Time Frame (Projects must be completed after January 5, 2004 and before 5:00 p.m. Arizona time June 30, 2005 to qualify for reimbursement). From _____ To _____
10. How will this project be financed? Property Owner ____ Business Owner ____
Loan ____ Cash ____ Other (Explain) _____
11. What business(es) occupies the property(ies) included in this request?

12. What type of business is it? _____
13. What is the property currently zoned? _____ If unsure, call 480-312-2500.
14. Does the business use conform to property's zoning? Yes ____ No ____
15. Does the business type require that employees have special certifications, registrations or other designations because of regulatory or statutory requirements? Yes ____ No ____ What kind of certifications? _____
16. If yes to 15, please identify the number of employees required to have such certifications or designations and how many currently are legally certified, registered or designated.

17. What year was the property built? (Estimate if not sure) _____
18. Does the project involve improvements to a covered walkway structure over a sidewalk area? Yes ____ No ____
19. Is the sidewalk on public or private property? Public ____ Private ____ Not Sure ____
20. If over or on public property is there an encroachment easement on record allowing the construction? Yes ____ No ____ Don't Know ____ (If not, one will need to be filed as part of the development process.)
21. Is the property on the local or national historic register? Yes ____ No ____
22. If yes to 20, have restrictions been placed on changing the façade based on this designation? Yes ____ No ____
23. Have plans for the improvements already been completed? Yes ____ No ____
24. If already prepared, have the plans been reviewed? Yes ____ No ____ and approved by the City of Scottsdale? Yes ____ No ____ If yes, date approved _____.
25. Has the project been bid ? Yes ____ No ____ and have a total of three written bids been secured for the proposed work Yes ____ No ____ (All projects proposed for matching funds must have secured competitive written bids for the proposed work prior to the beginning of construction. If no more than one general contractor is requested to bid for the job then that contractor must obtain competitive bids for any subcontracted work.

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When licensed contractors are required by City regulation to undertake the proposed work, bids for that work must be made by licensed and bonded contractors)

26. Who will be the responsible party for ensuring the work is completed? (Property Owner and Contractor must confirm in writing all work has been completed and all lien releases secured and final government inspections completed before reimbursement is made.)

Property Owner Name or Representative

Address

Phone #

Contractor (if known)

Address

Phone #

27. This agreement may only be made between the Property Owner and City of Scottsdale. Business Owners may sign as an acknowledgement of concurrence. The financial and construction responsibility is that of the Property Owner.
28. By signing this statement the undersigned acknowledge and agree that the City of Scottsdale is assuming no liability and making no commitment to reimburse more than the qualifying amount provided all eligibility requirements are met. Further, that agreement to reimburse in no way obligates or contractually ties or commits the City to any contractor or subcontractor, material supplier or other person, persons, company or companies providing services too or conducting work on behalf of the Property Owner. Scottsdale.
29. By signing this statement the Property Owner acknowledges receiving a copy of the Eligibility Requirements and Reimbursement Agreement.
30. The information contained in this statement is true and accurate. (Incorrect or misleading information may disqualify the project for matching funding.)

Property Owner (required) Date _____

Business Owner (required if participating financially) Date _____

Received by City of Scottsdale – Date _____

Acknowledgement of Receipt by _____

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